

Knowle Green Programmes – Asset Management Board										
Project Name	Budget	Progress against Milestones	Benefits Realisation	Risks & Issues	Stakeholder Engagement	Resources	Project Manager	Project Sponsor	Anticipated Completion Date	Project Status
Knowle Green: Relocation	Green	Amber	Amber	Green	Green	Green	DP	TC	March 2019	Project Status: Green Latest Highlight Report received: 17/11/15 Knowle Green Relocation updates at Team Meeting level have completed and feedback would suggest that these sessions are welcomed by Staff and Managers alike. Vail Williams have been appointed as consultants (03 rd Nov.) for Relocation (Nov. '15). Potential sites continue to be viewed and progressed as per process requirement (Nov. '15). Three sites (Thameside House and Venture House, both in Staines-upon-Thames and a building on Windmill Industrial Estate in Sunbury Common) have been viewed by members of the project team and are currently being considered further. Consideration of one or two customer facing 'shop fronts' or spaces within other public buildings have been included in the brief to Vail Williams, should any new location not be easily accessible to the public. Relevant authorisations will need to be sought and received from the chairman of Overview and Scrutiny and Cabinet if very quick decisions have to be made on property acquisitions (which are 'outside' normal Council timescales for decision making)
Knowle Green: Redevelopment	Green	Amber	Amber	Green	Green	Green	HM	TC	March 2019	Project Status: Green Latest Highlight Report received: 30/11/15 Discussions with Cabinet, senior officers and KG Task Group around the options which are available to the Council regarding more innovative forms of housing delivery on the site which will still enable the Council to retain the freehold/an interest in then site plus an on-going income stream
Knowle Green: EDMS IDOX Document Management System Implementation	Amber	Amber	Green	Green	Green	Green	JB	HD	IDOX: Nov. 15 Civica Jul. '16 Sharepoint Mar '17	Project status: Green Latest Highlight Report received 07/12/15 . IDOX property based EDMS is now live in Planning in September 2015. The IDOX online planning portal also live on the website and mirrors the new look and feel. All required staff have completed training on the new system. Building Control data was extracted from Uniform and uploaded into test system in October 2015 and expected to be live by December 2015. Notice given to Civica for the Planning module and associated scanners etc. at the end December 2015. Review of existing corporate scanners took place w/c 23/11/15. Decision on future requirements linked to the corporate scanning decision. Next phase of EDMS (people based information) due to commence January 2016.
Knowle Green Agile Working	Green	Amber	Amber	Amber	Green	Amber	SH	LN	31 st Jan 2017	Project Status: Amber Latest Highlight Report received: 26/11/15 EH pilot progressing with a view to 'new office' being used live by the end of Mar '16 so that further in-house analysis may take place as to how we tackle and deliver the Agile Working principles and requirements when we relocate to new premises. (Dec. 15). The Project Manager is meeting with the Service Heads to correlate the current desk allocation versus future expectation and reviewing HR policies on work location and style
Relocation Telephony	Green	Green	Green	Green	Green	Green	LN	DP	July 2017	Project Status: Green Latest Highlight Report received: 03/12/15 Current telephony requirements specified for both CS and organisation including agile working requirements. 3 rd Party Consultant (4C) reviewed SBC's telephony policies and deployment of services. Initial findings are that current solution should remain with the two telephony providers as cost prohibitive to replicate for a single provider. Further work required to look at lead in times to replicate at new location
ICT Infrastructure Relocation	Green	Green	Green	Green	Green	Green	HD	DP	July 2017	Project Status: Green Latest Highlight Report received: 03/12/15 Project Kick-off meeting held on 02 nd Sept. '15. Costings data provided by ICT which include the provision of monies for the engagement of a 3 rd Party Consultant, and Contractors, to assist in the management and delivery of the associated relocation tasks. Progress Review meeting held with the inclusion of MAT (24 th Nov. '15) from which ICT have undertaken tasks to provide research information on costings and options which shall assist in the direction which shall be agreed by the Knowle Green Programme Board and be subject to MAT's approval. ICT to develop ICT strategy in conjunction with consultant from SOCTIM. Work to commence January 2016
Use of Assets Programmes – Strategic Housing & Community Board and Asset Management Board										
SBC Local Housing Company										Project status: Pre-project Planning
SBC Local Lettings Agency										Project status: Pre-project Planning
Airport Parking	N/A	Green	Amber	Amber	Amber	Green	CM	TC	TBA	Project Status :Amber Latest Highlight Report received: 30/11/15 . Application to Secretary of State for change of use made. Planning permission for change of has been postponed pending the decision on the expansion of Heathrow Airport. New site for allotments has been identified and stakeholders updated.

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SUT Development Development of Bridge Street Car Park (Priority 3 (2))	Green	Green	Amber	Green	Green	Green	HM	RT	development completed 01/10/17	Project status: Green Latest Highlight Report received: 30/11/15 Meeting with SCC highways has taken place over the changes to right of way routes required to facilitate the planning proposal. Further pre-application planning meetings have been held. Liaison with Instinctif (Bellway's comms team) re public exhibition and FAQ's developed and put on Council website to deal with queries post public consultation Meeting with SCC highways has taken place over the changes to Right of Way routes. Further pre-applications have been held. Liaison with Instinctif (Bellway comms) re public exhibition and FAQ's developed and put on Council website to deal with queries post public consultation
SUT Development Development Riverside Car Park (Priority 3 (3))	Green	Amber	Green	Amber	Green	Green	HM	RT	Scheduled development completion: 01/06/16	Project status: Amber Latest Highlight Report received: 30/11/15 Discussions are being held with Cabinet Member on merit of linking this site with Tothill car park and Elmsleigh Phase IV as part of a wider regeneration. Meetings are being held with various interested parties on possible wider redevelopment opportunities including this site.
SUT Development Staines-upon-Thames promotional document and website Priority 3 (4)	Green	Amber	Green	Green	Green	Green	HM	RT	20/03/15 (with revised scope)	Project status: Green Latest Highlight Report received: 30/11/15 The final video has been received for consideration. The voice over has been recorded with Cabinet Member Councillor Saliagopoulos. Discussions are being held with ST about 'additional footage.'
Short Lane	N/A	Green	Green	Green	Green	Green	CM	TC	Mar 16	Project Status: Green Latest Highlight Report received: 30/10/15 . Pre planning application meetings with preferred bidder arranged and who have already surveyed the site. Planning application to be considered by the Planning committee.
Ashford Multi Storey Car Park Development (Priority 4)	N/A	Amber	Amber	Amber	Green	Green	CM	TC	Mar 16	Project Status: Amber Latest Highlight Report received: 30/11/15 . The successful company has now withdrawn from the process so the Council are now reviewing the other two bids.
Structural Review										
Project Name	Budget	Progress against Milestones	Benefits Realisation	Risks & Issues	Stakeholder Engagement	Resources	Project Manager	Project Sponsor		
Corporate Structural Review	Amber	Red	Red	Amber	Green	Amber	TBA	MAT	Mar 16	Project Status: Red Latest Highlight Report received: 09/11/15 The structural review has been deferred to allow Management team to fully appraise the Leader of their plans and allow the new political administration an opportunity to reflect on and confirm its corporate priorities and therefore ensure the new structure will be aligned to help deliver those priorities. Secondment arrangements have been reviewed and MAT have agreed to extend them to the 31 March 2016 so that current projects and service cover can continue.
Alternative Delivery Models (ADMs)	Green	Red	Amber	Amber	Amber	Amber	MP	MAT		Project Status: Amber Latest Highlight Report received: 03/12/15 Legal are progressing their business case. Three councils are now involved. The sponsors from all three councils will meet in January to confirm objectives and direction for the implementation of the project with a view to a report being presented to Cabinet as soon as possible thereafter. Building Control , West Surrey partnership progressing and have appointed a Project Manager to move forward. A feasibility study has been conducted and a report is being prepared which shall include a delivery timeline. Results of the report are expected to be presented in January 2016. Environmental Health's are commencing a hot desking pilot and undertaking further analysis regarding how their model will impact on support services.
Democratic Review										